

Land Subdivision Regulations  
Town of Francestown, NH  
Appendix A

**FEE SCHEDULE** (page 1 of 3)

**1. PRELIMINARY REVIEW, CONCEPTUAL CONSULTATION**

and other informal consultations with the Board: \$50.00

**2. PRELIMINARY REVIEW, DESIGN PHASE**

- a. administrative fee: \$125.00 per application plus
  - \$25.00/lot plus
  - \$50.00/hr of meeting time in excess of 5 hours<sup>1</sup>
- b. public notice fee(s), as indicated below
- c. review fees (will be charged to the applicant as incurred for legal, engineering and other planning reviews)

**3. FINAL APPLICATION FOR CONSOLIDATION<sup>2</sup>**

\$75.00 per application (including recording)

**4. FINAL APPLICATION FOR BOUNDARY LINE ADJUSTMENTS/AGREEMENTS AND ANNEXATIONS**

- a. administrative fee: \$100.00
- b. public notice fee(s) as indicated below
- c. review fees (will be charged to the applicant as incurred for legal, engineering and other planning reviews)
- d. recording fees as indicated below (to be paid at time plat is approved)

**5. FINAL APPLICATION FOR SUBDIVISION APPROVAL**

- a. administrative fee: \$100.00, plus
  - \$50.00/lot for 2-3 lot subdivisions
  - \$100.00/lot for 4-5 lot subdivisions
  - \$150.00/lot for 6-9 lot subdivisions
  - \$250.00/lot for 10 lots or more.
- b. technical review fees for legal, engineering and other planning reviews as incurred. Deposit must be submitted at time of filing in amount set by Planning Board chair (see Section IV(B.4)(e))
- c. public notice fee(s) as indicated below
- d. recording fees as indicated below (to be paid at time plat is approved)

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<sup>1</sup> At the end of 5 hours of hearing time, the applicant must place another \$100.00 on deposit in order for the Board to continue consideration of the proposal.

<sup>2</sup> In the rare case where public notice is required, fees shall be as reflected on the schedule plus \$50.00.

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**6. COMPLIANCE HEARING**

- a. administrative fee: \$50.00 for 1 hour hearing, plus \$50.00 for each additional hour (no fractional hourly rate shall apply)
- b. public notice fees as indicated below

**7. OTHER SPECIAL PURPOSE HEARING**

- a. administrative fee: \$50.00 for 1 hour hearing, plus \$50.00 for each additional hour (no fractional hourly rate shall apply)
- b. public notice fees as indicated below

**8. PUBLIC NOTICE FEE**

- a. \$125.00 per notice plus \$1.00 for each person to be notified in excess of ten
- b. postage: certified mail rate on day of mailing, per notice.
- c. 3 sets of typed, addressed, self-adhesive mailing labels, suitable for a standard 3¼" x 9½" business envelope **OR** \$5.00 per name

**9. RECORDING FEES** (to be paid at time plat is approved)

- a. plats: \$55.00 for the first plat; \$35.00 for each additional plat
- b. documents: \$20.00 for the first page, plus \$5.00 for each additional page
- c. HCRD surcharge: \$2.00 each, per plat and/or document to be included in check for total recording fees made payable to HCRD.
- d. **LCHIP surcharge: \$25.00 each, per plat and/or document. Separate check to be made payable to HCRD/LCHIP.**
- e. Digital Plat Filing Requirements: Digital plat data is required on all approved applications. The data shall be presented on CD's in AUTOCAD (version 2000 or newer), or ArcGIS shape files format. Each CD shall be labeled with the applicant's name and the tax map and lot numbers written thereon. The data shall be a line drawing of all parcel boundaries and the outline of all buildings on the property. NH state plane coordinates should be provided on two corners of the property being subdivided. The requested datum is NAD 83 (in feet).

Those applicants without computer assisted drafting capability shall be assessed a fee of \$160.00 per plan sheet to cover the costs of converting hard copy plans to the Town of Francestown computer based tax map.

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**10. CONDOMINIUM CONVERSION FEE**

- a. administrative: \$150.00 plus
  - \$25.00/unit
- b. technical review fees for legal, engineering and other planning reviews as incurred. Deposit must be submitted at time of filing in amount set by Planning Board chair (see Section IV(B.4)(e).
- c. public notice fee(s) as indicated above
- d. recording fees as indicated above

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**\* Subdivision Regulations and Application Forms** may be downloaded from the town website ([www.francestown-nh.gov](http://www.francestown-nh.gov)) or purchased from the Town Office.

This Fee Schedule was last amended on February 21, 2012

THE FRANCESTOWN PLANNING BOARD

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